



State of Tennessee

Request for Certification of Consistency with Consolidated Plan

When submitting a request for Certification of Consistency with the Consolidated Plan, please provide the following:

- Fill in the information on the Certification of Consistency Form except the name, title, and signature of the Certifying Official of the Jurisdiction. (Once approved, the certification will be returned to your agency. If you wish to receive a faxed copy, please indicate below.)
- Provide an overall summary of the activities/project proposed. **The summary must not exceed two (2) pages in length** and should include information on the types of activities proposed, project location, funding sources, amount of funds requested and the benefit(s) provided to recipients. (Requests for certifications that do not have an overall summary will not be reviewed and will be returned to applicant. If information in the overall summary is insufficient, the Tennessee Housing Development Agency (THDA) will contact the applicant for additional information.)
- If project or activities include demolition of public housing units, applicants should submit detailed information including, but not limited to, the following:
 - Housing market analysis that demonstrates an existing supply of available affordable housing in the community serving the population to be displaced.
 - Proof of resident public hearing with resident comments.
 - Demographic data that substantiates demolition of the types of units (1 bedroom/multi-units), information on the number of units to be demolished and the number of families being displaced.
 - A plan indicating where residents will move once units are demolished.
 - A plan for construction of replacement/new units if applicable.

If demolition is proposed, PHAs should submit plans for approval at least one month prior to submission of their plan to HUD. Additional information may be required.

Please fill out the following information and submit it with the Certification of Consistency Form and the overall summary. Please allow THDA a minimum of two weeks (minimum of one month for demolition) to review all requests and have certifications returned. All Request for Certification of Consistency with the Consolidated Plan forms should be mailed to the Tennessee Housing Development Agency (THDA), 404 James Robertson Parkway, Suite 1114, Nashville, TN 37243, Attn: M. McLennan or e-mail to mary.mclennan@state.tn.us or faxed to 615-253-6406.



State of Tennessee

**Request for Certification of Consistency
with Consolidated Plan**

Applicant Name: _____

Applicant Address: _____

Project Location: _____

Federal Program Funds Requested: _____

Contact Person: _____

Phone Number: _____

Fax Number: _____

Date that certification was submitted to THDA: _____

Date that applicant needs certification returned: _____

Check all that applies:

- ☐ Overall summary of activities/project included.
- ☐ Documentation regarding demolition.
- ☐ Return original certification with original signature.
- ☐ Fax certification to the above-listed fax number.

Questions about the Certification of Consistency for the Consolidated Plan form may be directed to the Research, Planning and Technical Services Division of THDA at 615-741-4946.

**Certification by State or Local Official of PHA Plans Consistency with
the Consolidated Plan**

I, Mary McLennan the Chief of Planning certify
that the Five Year and Annual PHA Plan of the Housing Authority is
consistent with the Consolidated Plan of State of Tennessee prepared
pursuant to 24 CFR Part 91.

This Project is consistent with the State of Tennessee Consolidated Plan because it does
not contain any provision for demolition of units or conversion of larger bedroom units to
smaller ones. In the event such provisions are requested, a separate certification of
consistency is required.

Signed / Dated by Appropriate State or Local Official